

EVALUATION FORM  
Victoria Gardens Library (1030)

***Population Growth - 1980 to 2020***

***FORM AA***

Regulatory Basis: p.35, 20440, Appendix 1

**Rating Panel Comments**

**193%**

EVALUATION FORM  
Victoria Gardens Library (1030)



EVALUATION FORM  
Victoria Gardens Library (1030)

***Age of Existing Library***

***FORM A***

Regulatory Basis: p.37, 20440, Appendix 1

**Rating Panel Comments**

There is no existing library.

**Rating Basis:**

- 4 = No Existing Facility
- 3 = 1957 or older
- 2 = 1958-1962
- 1 = 1963-1974
- 0 = 1975-Present

**RATING:** 4

**Date of Most Recent Structural Renovation**

**Rating Basis:**

- 4 = No Renovation
- 3 = 1957 or older
- 2 = 1958-1962
- 1 = 1963-1974
- 0 = 1975-Present

4 = Outstanding  
 3 = Very Good  
 2 = Acceptable  
 1 = Limitations  
 0 = Serious Limitations

# EVALUATION FORM

## Victoria Gardens Library (1030)

### Community Library Needs Assessment

**FORM F**

RATING:

Regulatory Basis: p.26, 20440 (d) (2) and p.61, 20440, Appendix 3

#### Rating Panel Comments

The Needs Assessment is excellent. Needs Assessment process began with 1991 study, continually updated with Master Plan to 1999 and new survey in Jan 2000 -- telephone interviews by professionals included recreation component related to cultural arts programming. Market analysis conducted interviews, focus groups, etc. All residents' needs identified and specific interest groups included. A Technology Master Plan also evolved, since this was also a component of the community Needs Assessment. This was a thorough analysis of community needs, incorporating professionally conducted telephone interviews, written surveys, focus groups, televised meetings, planning meetings involving all elements of the community (school administration, teachers, teens, survey specific technology interest groups, community leaders, clubs, organizations, disabled, literacy advocates, YMCA, youth groups, seniors). The comparative analysis of libraries serving similar sized cities and use and demographics statistics support the need for an additional library. Parking Agreement is between Developer and Redevelopment Agency for 760 spaces - no designated library parking.

The needs assessment process included gathering input via written surveys, including a separate survey for teens; focus groups; and community meetings. Analysis of demographics and results of the needs assessment input from the community is well done. Service limitations are primarily the lack of space to provide the basic services needed.

#### Rating Basis:

1. Methodology & Community Involvement.
2. Community Analysis/Community agencies & organizations, service area. demographics
3. Analysis of service needs/consistency with demographics.
4. Service limitations for existing facility (if applicable).
5. Space Needs Assessment.
6. Needs of K-12 Student Population, if applicable.

	R1	R2	R3	R4
1	4	4	4	3
2	4	4	4	4
3	4	4	4	3
4	2	4	4	3
5	4	4	4	4
6	4	4	4	4
Totals	22	24	24	21
	3.7	4.0	4.0	3.5

4 = Outstanding  
 3 = Very Good  
 2 = Acceptable  
 1 = Limitations  
 0 = Serious Limitations

# EVALUATION FORM

## Victoria Gardens Library (1030)

### Library Plan of Service

### FORM G

Regulatory Basis: p.67, 20440, Appendix 4

RATING:

#### Rating Panel Comments

he project responds to needs identified for library services, K-12 joint venture library services, and the City Master Plan needs for a magnet for a multi-use development in the Eastern portion of Rancho Cucamonga. All services are well developed and described (teen center, technology center, homework center with children's tutoring (back to basics for 3rd to 6th graders, etc.). This is a well written, well documented Plan of Service with well defined implementation for each objective and goal. This is Phase II of the Library Facilities Master Plan and meets the needs of residents as identified. It will also house a special collection on performing arts, supporting the theater with its emphasis on children's involvement in theater. Staffing plan is detailed - responsibilities of each individual classification, number of positions.

The plan of service responds to the needs identified in the needs assessment. Goals, objectives and implementation plans are clearly written. Service indicators tend to be strictly numeric and may not yield as much helpful information as qualitative indicators might.

#### Rating Basis

- 1.How Project responds to Needs of Residents.
- 2.How well mission, roles, goals, objectives, service indicators are documented.
- 3.Types of services well documented.
- 4.How project fits into jurisdiction-wide Plan of Service.

	R1	R2	R3	R4
1	4	4	4	4
2	4	4	4	3
3	4	4	4	4
4	4	4	4	4
Totals	16	16	16	15
	4.0	4.0	4.0	3.8

4 = Outstanding  
 3 = Very Good  
 2 = Acceptable  
 1 = Limitations  
 0 = Serious Limitations

# EVALUATION FORM

## Victoria Gardens Library (1030)

### Library Building Program

**FORM H**

Regulatory Basis: p.69, 20440, Appendix 5

RATING:

#### Rating Panel Comments

Building Program provides detailed descriptions of each area and adjacencies, equipment, etc. All areas in Plan of Service are included.

Building Program and Plan of Service integrate well in this presentation.

General requirements section lacks information on technology requirements, flexibility to utilize future technologies, and the level of importance technology plays in the library environment. The program is unclear on the distinction between two of the spaces, "Back to Basics" tutoring center and the homework center, resulting in conceptual drawings that appear to merge the two activities into a single area.

#### Rating Basis:

- 1.How well Building Program implements Plan of Service.
- 2.How well Building Program documents general requirements for Library Building.
- 3.How well are the Spatial Relationships described.
- 4.How well are individual spaces sized and described.

	R1	R2	R3	R4
1	4	4	4	4
2	4	4	4	2
3	4	4	4	3
4	4	4	4	3
Totals	16	16	16	12
	4.0	4.0	4.0	3.0

4 = Outstanding  
 3 = Very Good  
 2 = Acceptable  
 1 = Limitations  
 0 = Serious Limitations

# EVALUATION FORM

## Victoria Gardens Library (1030)

### Conceptual Plans

### FORM I

Regulatory Basis: p.27, 20440 (d) (5)

RATING:

#### Rating Panel Comments

Non-assignable square foot figures do not appear on the plan. Plan areas are color coded.

Poor detail. It appears to be a rough draft of the drawings. No non-assignable square footage is detailed. Program and actual square footage is shown for large areas. Specific spaces like Tutoring Rooms for teens, or Back to Basics Tutoring Room are not designated - The drawings are blurry and to read. Can't tell whether or not the Technology Center is actually a separate room.

Overly simplified floor plan does not match Building Program

The conceptual drawing is basically a large sketch, with only the broadest programmed areas shown. It is difficult to impossible to locate individual spaces, including public service desks. The programmed square footages listed on the plan do not match those in the building program. The non-assignable square footage is not listed on the drawing.

#### Rating Basis:

- 1.How well the net-assignable square footage on plan matches BP, PoS and NA
- 2.How well the non-assignable square footage on plan matches BP, PoS and NA
- 3.How well Spatial Relationships on plan match what was called for in BP, PoS, and NA
- 4.How well the elevations, sections and specification implement the BP and PoS

	R1	R2	R3	R4
1	1	2	3	0
2	1	2	3	0
3	1	2	3	1
4	2	2	3	2
Totals	5	8	12	3
	1.3	2.0	3.0	0.8

4 = Outstanding  
 3 = Very Good  
 2 = Acceptable  
 1 = Limitations  
 0 = Serious Limitations

# EVALUATION FORM

## Victoria Gardens Library (1030)

### Joint Use Cooperative Agreement

### FORM J

Regulatory Basis: p.60, 20440, Appendix 2

RATING:

#### Rating Panel Comments

Fairly minimal School District involvement.

The library carries the bulk of the load and the District's basic responsibility is to provide information about the library's services to its students. The agreement is contingent on grant award.

There are three agreements between the City and each School District (Etiwanda, Central, and Alta Loma). They duplicate each other and in each case, the onus is on the City. The District will provide textbooks and curriculum related advice for software and materials acquisition and program development for technology center, liaison to theater arts advisory board. Staffing is generally outlined (more specific in Plan of Service) but no commitment is made by the School Districts. No periodic review process is mentioned.

The city has joint use agreements with three school districts for this project, all appearing to be identical. The agreements do not represent partnerships -- the school districts agree to inform their students and teachers about the services provided, which include tutoring service, a family literacy program, a technology center, programs and a special collection of materials on the performing arts, and they agree to provide single copies of each textbook used by the schools. There is only peripheral mention of funding, which is solely provided by the city in operating the library. There is no process in place for review and modification of the services provided. Hours of service are not specifically listed but are referred to as those of the public library.

#### Rating Basis:

1. How well roles & responsibilities are defined.
2. How clearly are the joint library services described.
3. Appropriateness, adequacy, reasonableness of hours of service.
4. Appropriateness, adequacy, reasonableness of staffing/volunteers.
5. How well are ownership issues resolved.
6. Appropriateness, adequacy, reasonableness of sources & uses of funding
7. Appropriateness, adequacy, reasonableness of review & modification process.
8. How well the agreement demonstrates a workable, mutually beneficial long term partnership.

	R1	R2	R3	R4
1	2	3	3	2
2	2	3	3	1
3	1	4	3	2
4	1	3	3	2
5	3	3	4	2
6	1	2	3	1
7	1	2	3	1
8	1	2	3	1
Totals	12	22	25	12
	1.5	2.8	3.1	1.5



4 = Outstanding  
 3 = Very Good  
 2 = Acceptable  
 1 = Limitations  
 0 = Serious Limitations

# EVALUATION FORM

## Victoria Gardens Library (1030)

### Joint Use: Needs of K-12 Students

### FORM K

Regulatory Basis: p.67, 20440, Appendix 4

RATING:

#### Rating Panel Comments

A thorough analysis of K-12 needs was conducted, and the Plan of Service and building program meet needs expressed by students, parents, teachers, school administrators, and teens as users of the library. Specific needs for homework center and quiet study areas, technology center and training. K-6 grade reading and 8-12 grade level literacy are all addressed.

Needs of the K-12 students were carefully considered, including conducting a separate survey for students. Teachers and parents were also consulted. Services requested by teens during the needs assessment process are evidenced in the plan of service.

#### Rating Basis:

1. How the project responds to the needs of the K-12 students as expressed in Needs Assessment.
2. How well the mission, roles, goals and objectives are documented.
3. How well documented are the types of K-12 services.

	R1	R2	R3	R4
1	4	3	4	3
2	4	3	4	3
3	4	3	4	3
Totals	12	9	12	9
	4.0	3.0	4.0	3.0

4 = Outstanding  
 3 = Very Good  
 2 = Acceptable  
 1 = Limitations  
 0 = Serious Limitations

# EVALUATION FORM

## Victoria Gardens Library (1030)

### Integration of Electronic Technologies

**FORM L**

Regulatory Basis: p.68, 20440, Appendix 4

RATING:

#### Rating Panel Comments

OPAC and expanded Internet services, computer lab tutoring, 24/7 reference and school databases for homework assistance, etc., are included. Links to schools network are included and video resources will include downlink access to CATV. Video and data networks will allow broadcast from children's story time and the technology center. Distance learning will also be available in the technology center.

Video broadcast capability adds a dimension not mentioned by others.

Good integration of technology.

The use of technology to provide library services is woven into the planning documents appropriately. There is little, if any, mention of the importance of technology in the building program.

#### Rating Basis:

1. Appropriateness of the electronic technologies in Plan of Service, based on Needs Assessment.
2. How well the integration of electronic technologies is documented in the Plan of Service.
3. How well the integration of electronic technologies is in the Building Program.

	R1	R2	R3	R4
1	4	4	4	3
2	4	4	4	3
3	4	4	4	2
Totals	12	12	12	8
	4.0	4.0	4.0	2.7

4 = Outstanding  
 3 = Very Good  
 2 = Acceptable  
 1 = Limitations  
 0 = Serious Limitations

# EVALUATION FORM

## Victoria Gardens Library (1030)

### Appropriateness of Site

**FORM M**

Regulatory Basis: p.39, 20440, Appendix 1

RATING:

#### Rating Panel Comments

This is a Redevelopment Agency project for a retail/business center complex, including the cultural focal point of a library and performing arts center with a meeting/events annex. There is no dedicated library parking - there is a planned 710 space parking garage within 500 feet. A shared parking agreement between the Developer and Redevelopment Agency shows the parking to be shared for all uses of the complex. Negotiations underway for dedicated library parking for handicapped stalls and staff parking (31 spaces) in Heritage Cour.

The proposed site is part of a planned community that will be a mixed-use center consisting of business, residential, cultural, and civic uses. This is a multipurpose project, comprised of approximately 47% of the total use area. The library will be one of the perimeters of the civic complex, including a children's theatre and community meeting complex. Eight schools are within one mile of the site, within 2 miles of a university extension campus, and within 3 miles of a community college. Because it is part of a retail mall development, the library will share parking with the adjacent 750-space parking structure, and negotiations are taking place for 31 library-dedicated parking spaces.

#### Rating Basis:

1. Equal Access for all residents in Service Area.
2. Accessibility via Public Transit.
3. Accessibility via Pedestrian and Bicycle.
4. Accessibility via Automobile.
5. Adequacy of Automobile Parking.
6. Adequacy of Bicycle Parking.
7. Overall Parking Rationale.
8. Shared Parking Agreement (if applicable).
9. Visibility of site and proposed library building in service area.
10. How well site fits community context and planning.
11. Site selection process and summary.

	R1	R2	R3	R4
1	4	4	4	4
2	3	3	3	3
3	3	4	4	4
4	4	4	3	4
5	3	4	4	3
6	3	4	4	2
7	3	4	4	3
8	3	4	4	3
9	3	4	4	4
10	3	4	4	4
11	3	4	4	3
Totals	35	43	42	37
	3.2	3.9	3.8	3.4

4 = Outstanding  
 3 = Very Good  
 2 = Acceptable  
 1 = Limitations  
 0 = Serious Limitations

# EVALUATION FORM

## Victoria Gardens Library (1030)

### Site Description

**FORM N**

Regulatory Basis: p. 45, 20440, Appendix 1

RATING:

#### Rating Panel Comments

Storm drain system to prevent on and off site flooding planned for 2002 and 2003.

Future expansion will be accommodated by adding a 2nd story to the library.

#### Rating Basis:

1. Adequacy of size of site.
2. Drainage problems.
3. Geotechnical problems.
4. Appropriateness of site configuration (Boundary Survey)
5. Appropriateness of site/surrounding area. (Visual Record)
6. Appropriateness of site based on placement of building, parking, access roads, pathways, expansion and parking.

	R1	R2	R3	R4	
1	4	4	4	4	
2					OK
3					OK
4	4	4	4	4	
5	4	4	4	4	
6	2	4	4	4	
Totals	14	16	16	16	
	3.5	4.0	4.0	4.0	

EVALUATION FORM  
Victoria Gardens Library (1030)

***Financial Capacity***

***FORM O***

Regulatory Basis: Bond Act p. 5, Section 19998 (a) (7)

**Rating Panel Comments:**

Applicant has committed to the on-going operation of the completed library.

EVALUATION FORM  
Victoria Gardens Library (1030)  
Ratings Summary

<b><i>BOND ACT CRITERIA</i></b>	<b><i>RATING</i></b>	
Population Growth		<b>193%</b>
Age and Condition	4.0	
Needs of residents/response of proposed project to needs	3	
Plan of service integrates appropriate technology	4	
Appropriateness of site	4	
Financial capacity (new libraries only)		<b>yes</b>